

**TOWN OF MOFFAT, COLORADO**  
**EXHIBIT A TO RESOLUTION NO. 001-05-2015**

**Open Records Policy**

**Fee Schedule**

The Open Records Act allows a charge of \$0.25 per page for copies requested of and provided by the Town of Moffat, with additional charges as appropriate for research, retrieval and physical medium of the document (ex. Diskette or CD).

Charge per page: \$0.25

Charge per diskette, CD or cassette tape: \$25.00

Charge per electronic recording (MP3, etc.): \$10.00

Hourly charges for research, retrieval and related services are:

Department Heads: \$30/hour

Non-Supervisory Personnel: \$17/hour

Attorney: \$140/hour

**Open record requests must be made in writing.** Requester should allow up to three business days from receipt of request to retrieve said documents or to receive disclosure as to the additional time required to meet the request


**RESOLVED, APPROVED, and ADOPTED** this 5th day of May, 2015.

TOWN OF MOFFAT, COLORADO

(Seal)

  
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Mayor, Brian Morgan

ATTEST:

  
\_\_\_\_\_  
Town Clerk, Kristin Ecklund

